

**JOINT MEETING OF CAPITAL IMPROVEMENT PROGRAM  
SUBCOMMITTEE/PLANNING AND DEVELOPING  
COMMITTEE/ADMINISTRATION COMMITTEE  
TUESDAY, SEPTEMBER 5, 2017  
Minutes**

**Committee members present:** Chairman Robb Jensen, Jack Sorensen, Billy Fried, Darcy Smith, Karl Jennrich.

**Call to order:** Chairman Jensen called the meeting to order at 8:30 a.m. in Committee Room Two of the Oneida County Courthouse. The meeting has been properly posted and mailed in accordance with the Wisconsin Open Meeting law and the facility is handicap accessible.

**Approve agenda:** Motion by Sorensen/Fried to approve today's agenda. All aye; motion carried.

**Approve minutes:** Motion by Fried/Sorensen to approve the minutes of June 9, 2017 as presented. All aye; motion carried.

**Review of 2018 Capital Improvement Program Project Requests:**

Smith handed out binders that outline all of the projects that have been requested by departments and a handout that summarizes all of the projects. The total amount being request for CIP projects is \$2,055,347.00 for 2018. Smith also gave a handout of how the projects were ranked by the CIP staff committee.

**Department Presentations:**

- a. Sheriff – Sheriff Grady Hartman and Chief Deputy Dan Hess explained the CIP request for phase three of radio project, portable radios. Hess explained that this has been brought before the committee two previous years and has been put off. The radios are currently 10 years old and the general life expectancy is 7 years. The total cost would be \$173,905.00 for 60 portable radios. Discussion regarding the necessity to replace all radios at once versus half this year and half next year. Discussion regarding future radio needs and expenses.
- b. Buildings and Grounds – Lu Ann Brunette gave a presentation on CIP projects for Building and Grounds.
  - Courthouse security expansion – Physical Barriers in Offices totaling \$23,397.00 for 2018. Discussion regarding offices affected.
  - Courthouse elevator update for \$150,000.00 – discussion regarding funding and need to have a reliable elevator.
  - LEC Kitchen and Laundry Appliances totaling \$165,350.00. Discussion regarding funding, inmate revenues, resale on current equipment and what appliances will be replaced.
  - River Street Storage Building Repairs for \$70,500.00. Building needs a new roof, repairs to the walls and creating an area of climate controlled storage. They have \$8000.00 available in funds for this and would request the

remaining \$62,413.00 from general funds. Discussion regarding what is stored in the building.

- Update lighting at all facilities for \$64,528.00 which would be a combination of lighting and overtime pay for building and grounds. Funding to come from the general fund.
  - Law enforcement center door replacement for \$37,000. There are a number of doors that needs replacement due to deterioration. Replacing four steel doors and adding two overhangs. Funding to come from the general fund.
  - Commercial Shredder for \$25,000.00. There has been discussion regarding having a shredder versus hiring a mobile company to come in and shred. Discussion regarding the amount of shredding that needs to be done throughout the courthouse. Funding to come from the general fund.
  - Discussion regarding future year buildings and grounds projects.
- c. Information Technology – Jack Flint and Marie Thompson gave a presentation on requested projects.
- Replace firewalls for \$37,071.00. Flint explained what a firewall is and why it needs to be updated. Discussion regarding what options are available for outside contracting. Flint reported that what he has presented is the most logical solution.
  - Replace PCs and laptops 2011 and older for \$27,720.00. There are 17 PCs that will need to be replaced, 5 laptops and 4 printers.
  - Second internet connection for Law Enforcement Center for \$27,351.00. Flint explained that if the internet goes down at the Courthouse everyone currently goes down. Flint stated that he would like to put a second line at the Law Enforcement Center and that can be used as a backup if the Courthouse goes down. Flint explained the funding and the necessity for the second connection.
  - Electronic voting for \$23,650.00. Discussion regarding the necessity for electronic voting.
  - New World Hardware Support for \$146,980.00. Flint explained the project and what the benefits would be.
- d. Highway – Robb Jensen presented highway projects.
- County road improvements for \$500,000.00. Jensen explained that due to additional expenditures needed for Family Care he is anticipating the road budget will be decreased and therefore road improvements may need to be covered under general fund. Discussion regarding general fund and what is available to be spent.
  - HVAC Upgrade at Rhinelander Highway Shop for \$225,000.00, Emergency Life Safety Egress Lighting at Rhinelander Shop for \$25,000.00, Parts Room/2<sup>nd</sup> Floor Outside Air and Exhaust for \$25,000.00, and Miscellaneous Building Repair and Upgrade for \$31,800.00. All of this funding will be coming from a building fund from the Highway Shop. Discussion regarding continuing to make repairs versus new. Discussion regarding revenues.

Discussion regarding ranking, how the committee will look at the projects and what is coming from the general fund. Smith explained that it is estimated that \$1.7 million will come from the general fund.

**Public comment/communications:**

None

**Dates and items for future agenda/meetings:**

Next CIP meeting will be Thursday, September 7 at 8:30 a.m.

**Adjourn:**

Motion Fried/Jensen to adjourn at 10:37 a.m. All aye; motion carried.

Respectfully submitted,

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Tracy Hartman, Recording Secretary  
Oneida County Clerk

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Robb Jensen, Chair